



401 LOCUST STREET • P.O. BOX 435 • FREDERICK, CO 80530-0435

PHONE: (720) 382-5500 • FAX: (720) 382-5520

WWW.FREDERICKCO.GOV

TOWN OF FREDERICK ADOPT-A-PLACE PROGRAM

PROGRAM PURPOSE

The Town of Frederick Adopt-a-Place Program is meant to provide service opportunities for entities wishing to contribute to the beautification and unity of the Frederick community. This program is designed to accommodate participants from both for-profit and not-for-profit entities and will be of benefit to all residents, businesses, and visitors.

TERMS AND CONDITIONS

1. Participants in the adopting group (hereinafter referred to as the “GROUP”) agree to obey and abide by all laws and regulations relating to safety and such other terms and conditions as may be required by the Town of Frederick or its representatives (hereinafter referred to as the “TOWN”) for special conditions at the adopted site.
2. When participants are under the age of 16, the GROUP shall furnish adequate supervision by one or more adults.
3. **Participants in the GROUP acknowledge that the TOWN is not liable in any way for any injuries that might occur during cleanup work.**
4. If adopting a section of right-of-way, the GROUP shall adopt a section that is at least 5000 feet long, unless the TOWN determines that a shorter section is in the best interest of the TOWN. Additionally, priority will be given to streets of a non-residential nature.
5. Adoption period shall be one year in duration and shall renew automatically unless the GROUP submits written notification to the TOWN, or if it is determined by the TOWN that the GROUP is not meeting the terms of this agreement.
6. If in its sole judgment the TOWN determines that the GROUP is not meeting the terms and conditions of the agreement, the TOWN may terminate the agreement and remove the signs upon thirty (30) days notice.
7. The GROUP shall pick up litter a minimum of 4 times per year, up to a maximum of 12 times per year. These pick up days must be arranged with the TOWN at least seven (7) days in advance of the desired date.
 - a. On its assigned pick up day, the GROUP shall first go to the Town of Frederick Public Works facility located at 7301 Eagle Blvd, or arrange for Public Works staff to meet at the adopted location, where all GROUP members will receive trash collection materials and personal protective equipment including reflective vests and work gloves.
 - i. All members of the GROUP shall wear safety vests and gloves (either those provided by the TOWN or provided by the individual GROUP participants) when working within TOWN rights-of-way during the cleanup activity.
 - ii. The GROUP shall be responsible for placing litter in the trash bags provided by the TOWN.
 - b. After the pick up activity has taken place, the Public Works Department shall retrieve all personal protective equipment, trash collection materials, and

Built on What Matters.

garbage/debris from the adopted site. The GROUP shall leave all materials at the site and shall not be responsible for transporting trash or any Town-owned items to either the garbage disposal site or the Public Works facility.

- i. The GROUP shall not subcontract or assign its responsibilities to any other entity.
 - ii. The GROUP shall select an authorized representative to act on behalf of the GROUP in its relationship with the TOWN.
 - iii. The GROUP shall neither possess nor consume alcoholic beverages while performing cleanup activities at the adopted site.
 - iv. The GROUP should maintain a first-aid kit and adequate drinking water while on the adopted site.
 - v. The GROUP shall have the option of reviewing this agreement subject to the approval of the TOWN and continuation by the Town of Frederick Adopt-a-Street Program.
8. The GROUP acknowledges that the TOWN is generally prohibited by law from expending any funds, directly or indirectly, for the purpose of influencing the outcome of any election or the passage or defeat of any legislation. The GROUP agrees that if any actions by the GROUP relative to the performance of this agreement are determined to be contrary to any legislative restrictions or any restrictions on the use of appropriated funds for political activities, the TOWN, at its sole discretion, will take any and all necessary remedial actions, including, but not limited to, the removal of signs displaying the GROUP's name or acronym.
 9. In the case of private or for-profit (non-501c3) entities, the GROUP acknowledges that the TOWN will remove a sign which is damaged due to vandalism, and will not replace the sign within the terms of the agreement unless the GROUP remits to the TOWN an amount equal to the cost of a replacement sign.
 10. This agreement may be modified in any matter at the sole discretion of the TOWN. The TOWN reserves the right to terminate or revise the Adopt-a-Place Program at any time and for any reason at the sole discretion of the TOWN.
 11. The TOWN and GROUP both recognize and agree that in no event shall the TOWN have the right to control the GROUP in performing the details of picking up litter from the site adopted by the GROUP, and in picking up litter, the GROUP shall act as an independent contractor.

TOWN OBLIGATIONS

1. Work with the GROUP to determine the specific site of Town-owned property to be adopted.
2. Erect a sign or signs at the adopted location with the GROUP's name or acronym displayed if the GROUP provides proof of its 501 (c) (3) status. If the GROUP is not classified as a 501 (c) (3) organization, then the GROUP will be required to make payment to the TOWN for the cost of the signs before the signs are ordered.
3. Provide a short (approximately 15 minutes) safety demonstration by a Town of Frederick Public Works Department employee prior to the commencement of the cleanup activities.
4. Remove the filled trash bags after the cleanup activities have concluded.
5. Remove litter from the adopted site only under unusual circumstances, i.e. to remove large, heavy, or hazardous items or if the GROUP has not fulfilled its responsibilities.

SAFETY PRECAUTIONS

1. The GROUP should not touch or attempt to remove materials suspected of being toxic or hazardous. Items to avoid include but are not limited to: powders, chemicals, strong-smelling substances, suspicious packages, chemical containers of any kind, weapons,

syringes/hypodermic needles, dead animals, or broken glass. If any participant of the cleanup activities should find weapons or substances that may be toxic during the pickup, the GROUP should immediately notify the Town of Frederick Public Works Department (720-382-5800) or the Frederick Police Department (720-382-5700) of their location.

2. The GROUP should not compact trash bags as injuries may occur from sharp or jagged objects.
3. The GROUP should wear the Town-furnished safety vests whenever working on sites associated with Town of Frederick rights-of-way. Always wear some type of glove when picking up litter.
4. The GROUP's members should wear long pants and substantial leather shoes or boots when possible, with strong ankle support. Participants should watch their footing and stay off steep slopes and drainage facilities. Light-colored clothing, long-sleeves, insect repellent, and sunscreen are recommended.
5. GROUP participants should not run or throw objects during cleanup activities.
6. GROUP participants should avoid over-exertion and be sure to drink plenty of water.
7. GROUP participants should be alert in areas where snakes or stinging insects may be located.

Name of adopting entity or group (as desired to appear on sign, if approved):

Site you are interested in adopting:

Commencement date of proposed adoption (month and year):

Name of Authorized Representative (please print):

On behalf of my entity, I hereby agree to the terms and conditions stated in this agreement and accept the responsibility of organizing community beautification activities as described.

Signature of authorized GROUP representative

Title or position within GROUP

Today's date

Phone Number:

Email Address:

Entity Mailing Address:

(Street Address)

(City, State, Zip Code)

When completed, mail this form to:

*Town of Frederick
P.O. Box 435
Frederick, CO 80530*

For Town of Frederick use only

The Town recognizes the GROUP described above as the adopting organization for:

(description of Town-owned property)

The adoption period will begin:

(month)

(year)